



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## TELEPHONE INSTALLATION/MAINT TECHN III

Job Number: 20000507

Job Code: 12740V000101

Job Group: 1200 - ELECTRONICS AND COMMUNICATIONS

Job Established: 11/01/1995

Job Revised: 05/16/2008

Grade: 14 Salary (MIN - MID):

\$18,075-\$23,944 - Hourly

\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary

\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### **PROBATIONARY PERIOD:**

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs professional level duties in engineering, design, installation, testing and maintenance of Open Architecture Private Branch Exchanges and Hybrid Key Systems and Premise Distribution and Fiber Optic wiring schemes on new and existing systems for state agencies. Acts as team leader in coordinating and inspecting the work of Telephone Installation/Maintenance Technicians I and/or II's; and performs other duties as required.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

High school graduate supplemented by one year (28 semester hours or 1440 clock hours) of training in electronics, electrical engineering or a related field OR graduate of a college or university with a bachelor's degree in electronics, electrical engineering or a related field.

#### **EXPERIENCE:**

Must have four years of experience in telephone system repair, maintenance or installation of hybrid and open type architecture telephone systems OR if above mentioned bachelor's degree requirement is met then must also have two years experience in telephone system repair, maintenance or installation of hybrid and open architecture type telephone systems.

#### **Substitute EDUCATION for EXPERIENCE:**

NONE

#### **Substitute EXPERIENCE for EDUCATION:**

Experience in hybrid and open type architecture telephone systems will substitute for the technical training on a year-for-year basis. Related military experience will substitute for the required work experience on a year-for-year basis.

**SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Performs very complex installation and repair on a variety of new and existing Private Branch Exchanges, Open Architecture type systems, voice mail and automated attendants, automatic call distribution systems, premise distribution and fiber optic wiring schemes. Performs engineering, design, programming, testing, diagnostic and repairs on all types of telephone switching systems. Designs and installs complex premise distribution, fiber and other wiring, testing and repair of these facilities. Performs moves, adds and changes to meet the service demands of state government agencies. Operates various types of testing equipment to diagnose and repair problems. Coordinates and inspects work performed by others. Prepares list of materials required to complete installations and repair assignments. Provides engineering assistance to telecommunications specialists in the development of specifications for various types of telecommunications applications. Performs category 5 testing on wiring installations in accordance with EIA/TIA wiring standards. Performs as team leader over Telephone Installation/Maintenance Technicians I and II. Maintains an on-going knowledge on deployed technologies through self-study, technical schools and the study of technical manuals as required to stay efficient in all areas of assigned responsibilities.

**UNIQUE PHYSICAL REQUIREMENTS:**

May be exposed to chemical hazards when working with fiber optics and to electrical hazards. Normal working conditions except some lifting and climbing on a daily basis.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*